

Maynard Public Library
Trustees' Meeting
February 9, 2021

Attendance: Jean Maguire, Jan Rosenberg, Peter Reed, and Sally Bubier

Minutes: January minutes not available yet.

Open Session: No visitors

Warrants signed

Jan is on the Charter Review Committee. There will be monthly meetings for a year.

Library Director's Report: Jean has been in the position for two weeks. She has had individual meetings with everyone on the staff and an all-staff meeting. She is being trained in circulation and other activities. All material is being "pulled" daily.

Jean has attended:

1. Friend's Meeting
2. Selectboard Meeting
3. Reading to Zora program by Mark Malcolm
4. Metrowest Program Planner's Group Meeting
5. Outdoor browser market

The following items were noted:

- Jean has suggested that the library work on a logo.
- Semra has some graphic skills and is assisting.
- A google drive has been set up for the staff to share documents.
- Jean is working with Sally on programming.
- A Meet and Greet the Director online is being set up where participants can ask questions.
- The Beacon Villager is coming to the library tomorrow to meet Jean and witness the outdoor browsing.
- Jean is trying to get the staff vaccinated.
- A limited opening in April is being discussed and will be revisited in March
- There is a joint budget meeting this Saturday. Jean is meeting with Greg Johnson on Thursday. The proposed FY22 library budget is \$570,344, up \$14,000 from last year.
- The library received an electric bill for \$5000. The bill is typically about \$400 so Jean is trying to identify why it is so high
- Steve Weiner's sick time buy back is being reviewed and will be resolved shortly

Building Maintenance: Jean is working with Kyle on leaks in the roof. It appears the wooden fence won't be replaced this fiscal year. The sign at the back entrance needs work. The bike rack needs to be painted. The carpet in front of the circulation desk needs to be replaced.

Next Meeting: Tuesday, March 9, 2021 at 5:30

Respectfully submitted,
Peter Reed, Trustee